

Message

**From:** Garvey, Megan [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=7623E34F292C43ECBB4B01555594B604-GARVEY, MEG]  
**Sent:** 5/27/2020 12:24:18 PM  
**To:** Benevento, Douglas [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=93dba0f4f0fc41c091499009a2676f89-Benevento,]  
**Subject:** FW: ReOpening Summary of Guidances  
**Attachments:** ReOpening.xlsx

Would like to talk about this later today and identify how we can make this most helpful for you.

Carrie is working on those thank you letters (CDC EPA Guidance work) and we will get you drafts soon, too.

Megan E. Garvey  
Senior Counselor

**Ex. 6**

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**From:** Coxen, Carrie <coxen.carrie@epa.gov>  
**Sent:** Wednesday, May 20, 2020 7:15 PM  
**To:** Benevento, Douglas <benevento.douglas@epa.gov>  
**Cc:** Garvey, Megan <garvey.megan@epa.gov>  
**Subject:** ReOpening Summary of Guidances

Doug,

Please see below for a summary of guidelines for WA, OR, HI, TN, KS, and MO. Attached is a spreadsheet with corresponding links to official reference materials.

Let me know if I can help clarify anything further.

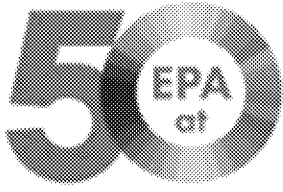
Carrie

### Re-Opening Locations

EPA Location	Guidelines
<b>GREEN</b>	
<b>ALL SEATTLE, WA LOCATIONS:</b> 1) Federal Center South Warehouse, 2) Region 10, Park Place Bldg, 3) Sea King Industrial Park	<ul style="list-style-type: none"><li>-Seattle Mayor Durkin aligned with Governor Inslee on stay at home through 5/31</li><li>-King County, WA: Starting 5/18 Employers must provide facemasks for employees, employees must wear at indoor offices</li><li>-WA State: Employers must provide basic workplace hazard education, must provide enough fixed or portable hand washing facilities or stations</li><li>-As a whole WA State is in "Phase 1," some counties have been authorized to "Phase 2"</li><li>-"Phase 2" allows for office-based businesses to open</li><li>-Each "Phase" is approximately 3 weeks</li></ul>

<b>Manchester Regional Lab,  Port Orchard, WA</b>	<p>-Port Orchard aligned with Gov. Inslee</p> <p>-Kitsap County is eligible to apply for Phase 2, but delaying their recommendation until 5/28</p>
<b>Washington Operations Office,  Lacey, WA</b>	<p>-Thurston County is eligible to apply for Phase 2, “will provide their recommendation as soon as possible”</p>
<b>Region 7 Warehouse,  Kansas City, KS</b>	<p>-Kansas City, KS &amp; Wyandotte County, KS are unified</p> <p>-Wyandotte County, KS moved from “Stay at Home” to “Red Zone” on 5/11 through at least 5/25</p> <p>-In “Red” “Yellow” “Green” Phases, office settings can be open at 25% capacity w/ social distancing in place</p> <p>-KS State: Gov Kelley’s “Ad Astra: A Plan to Reopen Kansas” began on 5/4, at “Phase 1,” as of 5/18 at “Phase 1.5” (offices may open, following cleaning and social distancing-10 people)</p> <p>-Future KS State Timeline:</p> <p>-“Phase 2” approx. start 5/22 (offices may open, following cleaning and social distancing-15 people)</p> <p>-“Phase 3” approx. start 6/8 (employers may begin reducing telework, social distancing-45 people)</p> <p>-“Phase Out” approx. start 6/22</p> <p>(KS State sets baseline, County officials may implement more restrictive, but not less, 14-day evaluation period)</p>
<b>Kansas City, KS &amp; Kansas City, MO Additional Information</b>	<p>-MO State: Businesses &lt;10,000sq ft. limited to 25% occupancy, &gt;10,000sq ft. 10% occupancy</p> <p>-KS City, MO: Businesses open 5/6 with “10/10/10” rule: no more than 10% of building/ 10 people/10 minutes occupied</p> <p>-KS City, MO is in Jackson, Clay, Cass, and Platte Counties of MO</p>
<b>Region 7 HQ,  Lenexa, KS</b>	<p>-Aligned with KS State</p>
<b>YELLOW</b>	
<b>Prince Kuhio Federal Office Building, Honolulu, HI</b>	<p>-Honolulu, HI Mayor Caldwell: all individuals in the city are ordered to stay at place of residence, businesses are required to cease all activities</p> <p>-On 5/18 Mayor Caldwell extended state of emergency until 7/17</p>

	<p>-Island of Oahu (run by Honolulu Mayor Caldwell) requires facial coverings when entering essential businesses</p> <p>-Essential businesses must wear face coverings, can deny service/admission to anyone not wearing</p> <p>-HI State: 5/7-5/15 “Safer at Home” as of 5/18 HI moved to “Act with Care” reopening medium-risk businesses (minimum of 14-day period between stages of reopening)</p> <p>-HI State: office settings open with physical distancing and safe practices in place</p>
<p><b>ALL PORTLAND LOCATIONS:</b></p> <ol style="list-style-type: none"> <li>1. <b>Fox Tower</b></li> <li>2. <b>Park Rose Business Center</b></li> </ol>	<p>-City of Portland is coordinating with Multnomah County, OR</p> <p>-OR Gov. Brown issues prereqs for phased reopening (some prereqs are required at county level, some at Health Region, some at State level)</p> <p>-OR State businesses require employees to wear mask and must be provided by employer, and designate employee or officer to establish, implement, and enforce social distancing</p> <p>-All but 5 counties are approved for “Phase 1” Reopening</p> <p>-Clackamas, Washington, and Multnomah (containing Portland) Counties have not applied for reopening</p> <p>-To be considered for “Phase 1” Reopening Multnomah County must submit proposal meeting pre-reqs AND additional requirements as part of Health Region that includes: Clackamas, Washington, Clatsop, Tillamook, and Columbia Counties (Columbia, Clatsop, Tillamook are approved for “Phase 1”)</p> <p>-“Phase 1” at least 21 days</p> <p>-“Phase 2” allows for increased work in offices</p>
<p><b>Knoxville Resident Office, Knoxville, TN</b></p>	<p>-Knoxville and Knox County coordinate with joint approach with 3 phases (each phase 28 days minimum)</p> <p>-On 5/1 began gradual re-opening, largely in line with CDC recommendations, each business asked to select COVID19 coordinator for physical locations</p> <p>-“Phase 1” began 5/1 (office-based businesses allowed to open following cleaning and social distancing)</p> <p>-“Phase 2” begins 5/26 (office-based businesses allowed to open following cleaning and social distancing, guidance available 5/22)</p> <p>-“Phase 3” date is not determined</p> <p>-TN State: If employer asks you to return to work, you are required unless you meet qualified exception</p>



Carrie Coxen  
Environmental Protection Agency  
Office of the Administrator  
Mobile: **Ex. 6**

Message

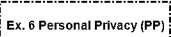
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**From:** Robbins, Chris [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=958B4B78EB42457EACF53514E428EFD6-ROBBINS, CHRIS]  
**Sent:** 6/1/2020 5:39:27 PM  
**To:** Vizian, Donna [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=cb2401bf8d4f441dbf27f21e122be2c5-Vizian, Donna]; Benevento, Douglas [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=93dba0f4f0fc41c091499009a2676f89-Benevento,]  
**CC:** Orme-Zavaleta, Jennifer [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=3c5a111dc377411595e5b24b5d96146b-Orme-Zavaleta, Jennifer]  
**Subject:** High-Level ORD Re-opening plan  
**Attachments:** ORD Plan to Reopen v11.docx

hi Doug and Donna,

attached please find the latest draft of ORD's re-opening plan. Each of our locations will be working on site-specific plans that will address activities such as social distancing while on campus. We are also working with OMS's leadership in RTP and Cincinnati on the re-opening plans for those locations. Please let us know if you have any questions Thanks!

Chris

Christopher S. Robbins  
Deputy Assistant Administrator for Management  
Office of Research and Development  
(919) 541-0605  
Mobile:  Ex. 6 Personal Privacy (PP)

Message

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**From:** Vizian, Donna [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=CB2401BF8D4F441DBF27F21E122BE2C5-VIZIAN, DONNA]  
**Sent:** 6/3/2020 5:19:31 PM  
**To:** Gray, David [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=881c62b1e54142388c1de2f8e3799c33-Gray, David]; Benevento, Douglas [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=93dba0f4f0fc41c091499009a2676f89-Benevento,]  
**CC:** McQueen, Ken [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d4c84e96e1eb42c6968c5db174da124e-McQueen, Ke]  
**Subject:** RE: Region 6 Return to Work Plan  
**Attachments:** R6 Return To Work Plan - 6.2.2020 FINAL DRAFT.docx

Thank you Ken and David. Great job!

**Ex. 5 Deliberative Process (DP)**

**Ex. 5 Deliberative Process (DP)** Also, please have your LER specialist contact Nicole Patterson regarding providing this to the union. Please call if you have questions.

Best,  
Donna

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**From:** Gray, David <gray.david@epa.gov>  
**Sent:** Tuesday, June 02, 2020 2:52 PM  
**To:** Vizian, Donna <Vizian.Donna@epa.gov>; Benevento, Douglas <benevento.douglas@epa.gov>  
**Cc:** McQueen, Ken <McQueen.Ken@epa.gov>  
**Subject:** Region 6 Return to Work Plan

Attached is a copy of the Region 6 Return to Work Plan for Renaissance Tower and Addison Warehouse in Texas.  
David

Message

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**From:** Vizian, Donna [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=CB2401BF8D4F441DBF27F21E122BE2C5-VIZIAN, DONNA]  
**Sent:** 6/3/2020 6:58:16 PM  
**To:** Carter-Jenkins, Shakeba [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d83f684af817429e95073fb33b5a3e98-scarter]; Hitchens, Lynnann [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=76cc2f6436cf45b89d2a09ab6f9fdb5-Hitchens, Lynnann]; Braxton, Marilyn [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=a58cfe1e0ce34bdd9ca1678b1a67dab1-MBraxton]  
**Subject:** FW: Region 6 Return to Work Plan  
**Attachments:** R6 Return To Work Plan Implementation Matrix - 6.3.2020.pdf; R6 Return To Work Plan - 6.3.2020 FINAL.pdf

For posting. Ex. 5 Deliberative Process (DP)

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**From:** Gray, David <gray.david@epa.gov>  
**Sent:** Wednesday, June 03, 2020 2:47 PM  
**To:** Vizian, Donna <Vizian.Donna@epa.gov>  
**Subject:** RE: Region 6 Return to Work Plan

Donna,  
Here are the final copies for you.  
David

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**From:** Vizian, Donna <Vizian.Donna@epa.gov>  
**Sent:** Wednesday, June 3, 2020 12:20 PM  
**To:** Gray, David <gray.david@epa.gov>; Benevento, Douglas <benevento.douglas@epa.gov>  
**Cc:** McQueen, Ken <McQueen.Ken@epa.gov>  
**Subject:** RE: Region 6 Return to Work Plan

Thank you Ken and David. Great job! Ex. 5 Deliberative Process (DP)

Ex. 5 Deliberative Process (DP). Also, please have your LER specialist contact Nicole Patterson regarding providing this to the union. Please call if you have questions.

Best,  
Donna

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**From:** Gray, David <gray.david@epa.gov>  
**Sent:** Tuesday, June 02, 2020 2:52 PM  
**To:** Vizian, Donna <Vizian.Donna@epa.gov>; Benevento, Douglas <benevento.douglas@epa.gov>  
**Cc:** McQueen, Ken <McQueen.Ken@epa.gov>  
**Subject:** Region 6 Return to Work Plan

Attached is a copy of the Region 6 Return to Work Plan for Renaissance Tower and Addison Warehouse in Texas.  
David

Message

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**From:** Patterson, Nicole [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=496A2A53A4D84DEC951413ECC57B04F3-PATTERSON,]  
**Sent:** 6/2/2020 10:41:23 PM  
**To:** Hitchens, Lynnann [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=76cc2f6436cf45b89d2a09ab6f9fdb5-Hitchens, Lynnann]  
**Subject:** Re: NTEU Return to worksite questions

Thanks Lynnann!

Nicole Patterson  
Deputy Director, LERD  
(202) 564-4839

On Jun 2, 2020, at 5:36 PM, Hitchens, Lynnann <hitchens.lynnann@epa.gov> wrote:

Sorry, I was doing two things at once, and hit send.

## Ex. 5 Deliberative Process (DP)

Lynnann Hitchens  
Acting Deputy Assistant Administrator for  
Administration and Resources Management  
Office of Mission Support  
US EPA

P: 202-564-3184

M Ex. 6 Personal Privacy (PP)

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**From:** Patterson, Nicole <Patterson.Nicole@epa.gov>  
**Sent:** Tuesday, June 2, 2020 4:49 PM  
**To:** Hitchens, Lynnann <hitchens.lynnann@epa.gov>  
**Subject:** Re: NTEU Return to worksite questions

Lynnann - there was nothing in the message. Did you mean to forward back to me?

Nicole Patterson

Deputy Director, LERD  
(202) 564-4839

On Jun 2, 2020, at 4:37 PM, Hitchens, Lynnann <[hitchens.lynnann@epa.gov](mailto:hitchens.lynnann@epa.gov)> wrote:

Lynnann Hitchens  
Acting Deputy Assistant Administrator for  
Administration and Resources Management  
Office of Mission Support  
US EPA  
P: 202-564-3184  
M: Ex. 6 Personal Privacy (PP)

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**From:** Patterson, Nicole <[Patterson.Nicole@epa.gov](mailto:Patterson.Nicole@epa.gov)>  
**Sent:** Tuesday, June 2, 2020 3:59 PM  
**To:** Vizian, Donna <[Vizian.Donna@epa.gov](mailto:Vizian.Donna@epa.gov)>; Hitchens, Lynnann <[hitchens.lynnann@epa.gov](mailto:hitchens.lynnann@epa.gov)>  
**Cc:** Castro, Denise <[Castro.Denise@epa.gov](mailto:Castro.Denise@epa.gov)>  
**Subject:** RE: NTEU Return to worksite questions

Definitely!

**Nicole Patterson, OHR**  
(202) 564-4839; [patterson.nicole@epa.gov](mailto:patterson.nicole@epa.gov)

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**From:** Vizian, Donna <[Vizian.Donna@epa.gov](mailto:Vizian.Donna@epa.gov)>  
**Sent:** Tuesday, June 2, 2020 3:47 PM  
**To:** Patterson, Nicole <[Patterson.Nicole@epa.gov](mailto:Patterson.Nicole@epa.gov)>; Hitchens, Lynnann <[hitchens.lynnann@epa.gov](mailto:hitchens.lynnann@epa.gov)>  
**Cc:** Castro, Denise <[Castro.Denise@epa.gov](mailto:Castro.Denise@epa.gov)>  
**Subject:** RE: NTEU Return to worksite questions

OK. **Ex. 5 Deliberative Process (DP)**

**Ex. 5 Deliberative Process (DP)**

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**From:** Patterson, Nicole <[Patterson.Nicole@epa.gov](mailto:Patterson.Nicole@epa.gov)>  
**Sent:** Tuesday, June 02, 2020 3:43 PM  
**To:** Vizian, Donna <[Vizian.Donna@epa.gov](mailto:Vizian.Donna@epa.gov)>; Hitchens, Lynnann <[hitchens.lynnann@epa.gov](mailto:hitchens.lynnann@epa.gov)>  
**Cc:** Castro, Denise <[Castro.Denise@epa.gov](mailto:Castro.Denise@epa.gov)>  
**Subject:** RE: NTEU Return to worksite questions

## Ex. 5 Deliberative Process (DP)

## Ex. 5 Deliberative Process (DP)

**Nicole Patterson, OHR**

(202) 564-4839; [patterson.nicole@epa.gov](mailto:patterson.nicole@epa.gov)

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**From:** Vizian, Donna <[Vizian.Donna@epa.gov](mailto:Vizian.Donna@epa.gov)>

**Sent:** Tuesday, June 2, 2020 3:38 PM

**To:** Patterson, Nicole <[Patterson.Nicole@epa.gov](mailto:Patterson.Nicole@epa.gov)>; Hitchens, Lynnann <[hitchens.lynnann@epa.gov](mailto:hitchens.lynnann@epa.gov)>

**Cc:** Castro, Denise <[Castro.Denise@epa.gov](mailto:Castro.Denise@epa.gov)>

**Subject:** RE: NTEU Return to worksite questions

## Ex. 5 Deliberative Process (DP)

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**From:** Patterson, Nicole <[Patterson.Nicole@epa.gov](mailto:Patterson.Nicole@epa.gov)>

**Sent:** Tuesday, June 02, 2020 3:33 PM

**To:** Vizian, Donna <[Vizian.Donna@epa.gov](mailto:Vizian.Donna@epa.gov)>; Hitchens, Lynnann <[hitchens.lynnann@epa.gov](mailto:hitchens.lynnann@epa.gov)>

**Cc:** Castro, Denise <[Castro.Denise@epa.gov](mailto:Castro.Denise@epa.gov)>

**Subject:** NTEU Return to worksite questions

Hello Donna & Lynnann -

For your awareness, I wanted to share the questions we've received in advance of tomorrow's NTEU briefing.

**Ex. 5 Deliberative Process (DP)**

## Ex. 5 Deliberative Process (DP)

## Ex. 5 Deliberative Process (DP)

Please let me or Denise know if you have any concerns. Thanks!

Nicole

**Nicole M. Patterson**

**Office of Human Resources**

Acting Director

Labor and Employee Relations Division

US Environmental Protection Agency

1200 Pennsylvania Ave NW, Mail Code: 3602A

Washington, DC 20460

**Phone:** (202) 564-4839

**Email:** [patterson.nicole@epa.gov](mailto:patterson.nicole@epa.gov)

<image001.png>

Message

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**Sent:** 6/4/2020 10:13:34 PM  
**To:** Gray, David [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=881c62b1e54142388c1de2f8e3799c33-Gray, David]; Szaro, Deb [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=2a189e7c928e4eb3930e29543cad5e5d-Szaro, Deb]; Orme-Zavaleta, Jennifer [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=3c5a111dc377411595e5b24b5d96146b-Orme-Zavaleta, Jennifer]; Grantham, Nancy [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=12a3c2ed7158417fb0bb1b1b72a8cfb0-Grantham, Nancy]  
**Subject:** RE: Final Notice - R1, R6

Doug needs to see it. I also think we need to be clearer on the date – see below

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**From:** Gray, David <gray.david@epa.gov>  
**Sent:** Thursday, June 04, 2020 6:09 PM  
**To:** Szaro, Deb <Szaro.Deb@epa.gov>; Vizian, Donna <Vizian.Donna@epa.gov>; Orme-Zavaleta, Jennifer <Orme-Zavaleta.Jennifer@epa.gov>; Grantham, Nancy <Grantham.Nancy@epa.gov>  
**Subject:** Final Notice - R1, R6

Here is the final notice.

Donna/Nancy please clear for us to send tomorrow, Friday, June 5.  
David

Colleagues,

# Ex. 5 Deliberative Process (DP)

We will continue to keep you updated on the status of our locations. Thank you.



Message

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**From:** Vizian.Donna@epa.gov [Vizian.Donna@epa.gov]  
**Sent:** 6/10/2020 3:05:10 PM  
**To:** Mugdan, Walter [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=1c2affc8e24e46d286613d2b8074a03b-Mugdan, Walter]  
**CC:** Pace, Donald [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=4a26b5bedca34ffaaf7deaa9b5075749-Pace, Donald]  
**Subject:** Re: Follow-up question re: LISO

Walter it will depend on what the data says tomorrow.

On Jun 10, 2020, at 8:17 AM, Mugdan, Walter <Mugdan.Walter@epa.gov> wrote:

We are preparing the template announcement for the Stamford CT office to enter Phase 0. We plan to include one additional sentence into the template, highlighted here:

**Ex. 5 Deliberative Process (DP)**

**Ex. 5 Deliberative Process (DP)**

Walter

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**From:** Vizian, Donna <Vizian.Donna@epa.gov>  
**Sent:** Wednesday, June 10, 2020 9:38 AM  
**To:** Mugdan, Walter <Mugdan.Walter@epa.gov>  
**Subject:** LISO

Hi Walter,

FYI - Last week, the LISO met all the gating criteria. If we meets it again tomorrow, we will likely ask for you to start the reopening process.